Postgraduate Internship Withdrawal Form

Graduate students intending to withdraw for internship should complete and submit the withdrawal form electronically and send as an email attachment to gradcollege@ntu.edu.sg.

Application is subject to approval.

1. To be completed by Student

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| ​Student Name in FULL |  |
| Course  |  |
| Matriculation No. |  |
| NTU Email Address  |  |
| School |  |
| Contact Number |  |
| Pathway | [ ]  GP7001 Professional Graduate Internship[ ]  Internship Leave  |
| Internship Organisation Name |  |
| Original Internship period |  |
| Official Last Day |  |
| Reason(s) for Withdrawal |  |
| [ ]  I understand that withdraw ("W") grade may be accorded in my transcript for the GP7001 Professional Graduate Internship course. (Please ignore if you are under Internship leave pathway.)Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature** |

1. Approval by Internship Organisation Supervisor (To be completed by Internship Organisation)

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| [ ]  Supported[ ]  Not SupportedComments (if any) : Name: Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature** |
| Name of Internship Coordinator/HR Personnel: Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature** |

1. Approval by NTU Supervisor (To be completed by NTU Faculty Supervisor)

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| [ ]  Supported[ ]  Not SupportedComments (if any) : Name : Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature** |

1. Approval by School Chair (To be completed by School Chair or his/her Delegate)

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| [ ]  Recommended[ ]  Not RecommendedComments (if any) : Name : Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature** |

1. Approval by Graduate College Dean (To be completed by Graduate College Dean)

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| [ ]  Approved[ ]  Not ApprovedComments (if any) : Date: Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature** |

1. To Office of Academic Services

For records and follow-up.